



## **Workforce Development Committee**

### **Meeting Minutes**

**August 12, 2009**

#### **Summary**

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##### **Workforce Development Committee Members in Attendance (5):**

Juan Aristizabal (Magellan Health Services of Arizona)  
Tori Havins (Arizona Department of Education)  
Lisa Shumaker (ADHS/Division of Behavioral Health Services)  
Linda Weinberg, (Cenpatico Behavioral Health of Arizona)  
Sawsan Madanat (ADHS/Division of Behavioral Health Services)

##### **Members in Attendance via teleconference (4):**

Duce Minor, Chair (Parker Area Alliance for Community Empowerment)  
Aimee Graves (CODAC Behavioral Health Services, Inc.)  
Bill Burnett (Community Partnership of Southern Arizona)  
Rachel Peterson (Northern Arizona Regional Behavioral Health Authority)

##### **Absent Members (1):**

Cameron Lewis (ADHS/Office of Women's and Children's Health)

##### **Others in Attendance (2):**

Briana Kreibich (Governor's Office for Children, Youth and Families)  
Kunal Mangal (Governor's Office for Children, Youth and Families)

##### **Call to Order**

Chair Duce Minor called the meeting to order at 1:01 p.m.

##### **Welcome and Introductions**

Mr. Minor welcomed members and guests. Individual introductions were provided.

##### **Review/Approval of Minutes**

Mr. Minor referred members to the minutes from May 13, 2009 for review. Ms. Graves motioned to approve the minutes and Mr. Burnett seconded. Motion carried with no objections.

##### **Update Evidenced Based Application Process**

Ms. Madanat stated that she has received 80% of all evidence based applications from the Regional Behavioral Health Authorities (RBHA). The Arizona Department of Health Services (ADHS) will convene five member committees to review all applications. The initial committee meeting will take place the first week of September. Ms. Madanat notes that the timeline would be about a month for the review process to be completed and providers notified.



Ms. Shumaker notes a difficulty in the application process, namely that providers have change their program names. Ms. Shumaker stated that the first thing the committee will do is make sure the names of the programs match up, or ask for clarification if needed.

### **Update Credentialing Work Group**

Ms. Weinberg notes that the committee has been working hard, meeting every monthly. The next committee meeting will be September 14, 2009 in Tucson. It was determined that this initial meeting TeleMed would not be offered, however for subsequent meetings this will be available.

Ms. Shumaker explained an initial temporary Credentialing Board will be developed; the main role of this body will be to process the members of the main Credentialing Board. ADHS is also in the process of funding Arizona State University (ASU) to serve as the staff liaison for this body. In addition, Ms. Shumaker mentions a website the committee is researching that would allow prevention specialists' to store resumes and other professional info on a secured online site; this ultimately could streamline the Credentialing Board review process.

Mr. Minor notes that he is glad that they will have a paid staff member who can be held accountable, but mentions concerns that the first statewide meeting will be held in the South East corner of the state, which could make travel difficult.

### **Develop a Training Calendar**

Ms. Shumaker discussed the development of a training calendar and the use of a web-based training system. The web-based system would allow long-distance training sessions with prevention specialists in remote and rural communities. Through an initial review it was determined that one training session every week is feasible. A draft version of the calendar is provided the group, which lists various training topics and the committee members that may have expertise in those areas. Discussion continues concerning the specifics of this training schedule.

Ms. Kreibich asks if these trainings will be offered to those outside of the RBHA system. Ms. Shumaker agrees that these trainings would be valuable for and prevention specialists, and that those outside of the RBHA system will be able to participate.

Mr. Minor questions when these trainings would be held. Ms. Shumaker states that there has been continuing discussion on this subject, and that ultimately there seems to be no perfect date or time, since prevention specialists in various fields have conflicting schedules. Ms. Shumaker suggests holding a main session on Thursday morning and then holding a repeat session if necessary at a later time that could accommodate different schedules. Ms. Shumaker suggests holding the training sessions at a consistent time and Mr. Minor agrees with the idea.

Mr. Aristizabal asks if there could be a way to archive the trainings, which prevention specialists could access if they are not able to attend live session. Mr. Aristizabal also suggests to development of a mechanism to track the trainings received by participants, including the ability to generate a certificate of completion, should the trainings be eligible for continuing education units. Ms. Shumaker and Ms. Weinberg note that would be something worth looking into. Mr. Aristizabal further suggests that prevention providers could chip in to help pay for this system. Ms. Shumaker then wonders if ASU could help with this effort.



Further discussion continued on potential training topics and who will lead them. Mr. Aristizabal suggests a training that highlights the process of prevention is as important as the outcome itself. Ms. Shumaker suggests training on how to write a program description.

Mr. Minor suggests a revision to the training schedule, namely to move the "Grant Writing 101" program 6-8 weeks beforehand to accommodate the fact that most grants are reviewed in May and prevention providers would need this information beforehand.

#### **GOCYF Updates**

Ms. Kreibich notifies the group that Morgan Hester has left her position, and that interviews are already underway to fill her position. Ms. Kreibich does not anticipate the position will be filled by the next Arizona Substance Abuse Partnership meeting; however it should be filled sometime following the meeting.

In addition, Ms. Kreibich discusses the states application for the Partnership for Success grant. The Governor's Office should hear from Substance Abuse and Mental Health Services Administration regarding the application in September. The Office has also applied for a one year no-cost extension to the current Strategic Prevention Framework State Incentive Grant.

#### **Future Meeting Schedule**

Mr. Minor noted the next meeting is scheduled for November 18, 2009 from 1:00 p.m. to 3:00 p.m.

#### **Other Items**

Mr. Minor opened the floor to other items, but nothing was brought up.

#### **Call to the public**

Mr. Minor makes a formal call to the public and receives no comment.

#### **Adjourn**

Mr. Minor adjourned the meeting at 1:46 p.m.